

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 12 2012**

BOARD MEMBERS

Jim Foley	President
Frank Hedges	Vice-President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer
Ruut Van Den Hoed	Director
Steve Gillen	Director
Jim Turke	Director

OTHERS PRESENT

Four (4) Homeowners
Luis Heredia
Community Management Services, Inc.

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:03 PM at the association’s clubhouse. Jim Foley also welcomed M/M. Catalano back to the community.

ITEM II - Open Forum

- A. Mr. Catalano informed the board of their request to remodel their unit by installing hard wood floors on the first floor of their unit. They did not have any neighbors below them therefore Mr. Catalano indicated that it would not disturb any neighbors. Mr. Catalano also requested permission to sheetrock their garage.
- B. Gail Hugger noted that 2 lights on the wall were out and inquired whether they were the responsibility of the association or the homeowner. Owner also inquired whether it was possible to install individual water shut off for their unit. The board informed Ms. Gail that the lights were the responsibility of the owner and would need to hire a vendor due to the height of the light fixture. The board also informed the owner that it was not possible to install individual water shut off for their unit.
- C. Tony Fisher arrived late but was allowed to address the board regarding a new law AB 341 that was passed regarding a requirement to increase recycling by 75%. Tony asked the board to research the new laws requirements for multi-family communities. The board would look into this further to determine that the Vineyards was in compliance

ITEM III – Approval of the Minutes

- A. The board reviewed the minutes from March 8, 2012 board of directors meeting. Laurel Smith requested that her last name on page two be changed from “Stoner” to “Smith” to maintain continuity. There being no further changes or corrections Laurel Smith made a motion to approve the minutes as amended. Frank Hedges seconded the motion and the motion carried.

ITEM IV - Committee Reports

- A. Financial Report – February 29, 2012 and March 31, 2012

The Board of Directors reviewed the current reconciliations and account statements of the Association’s operating and expense accounts for the past two months, the operating and reserve revenues and expenses compared to the current year’s budget, as well as the income and expense statement of the Association’s operating and reserve accounts.

Treasurer Gloria Felcyn informed the other board members that she had been in contact with Accountant Jill Grellman of CMS to discuss the latest financials..

- B. Aging Report – March 31, 2012

The Board reviewed the aging report for March 31, 2012 was reviewed. Allied Trustee Services was working on the two accounts that were most delinquent.

- C. Operating Fund Balance Transfer

The board reviewed the Operating Fund Balance Transfer. A motion was made to move all of the operating balance into the reserves. The motion was seconded and carried.

- D. Security

It was noted the Frank Hedges was working with a number of vendors regarding to review options for the security of the clubhouse.

- E. Maintenance

Clubhouse renovation project – Jim Foley deferred this report until the end of the meeting in order to review the entire project with the board. However Mr. Foley did inform the board that a vendor had been located to prepare a preliminary title report that will determine the easements held by the city of Saratoga in the community and therefore its responsibility.

- F. Landscape

Steve Gillen updated the Board regarding tree trimming and removal of some of the redwoods. Steve noted the Jim Foley may have found and negotiated a purchase of the redwood trees. Steve and Jim have determined the trees would be worth approximately \$600.00 per tree. Steve and the arborist would be working with the City of Saratoga to acquire the permit for the tree removals.

ITEM V – The Association Manager’s Report

The board reviewed the Association Manager’s action item list; the board also reviewed the work order history for the past 30 days and the association’s annual calendar. Laurel Smith noted the dumpster for the community in both May and November. Frank Hedges also noted the 2nd gutter cleaning to be included in April. Both items would be added to the calendar.

ITEM VI – Old and New Business

- A. The Board of Directors reviewed the architectural request from 19632 Vineyard Lane for the installation of hardwood floors on the lower floor of the unit. Mr. Catlano also was requesting approval for finishing the walls in the garage (installing sheetrock). Frank Hedges made a motion to approve the request as presented. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board reviewed the inspection report from Complete Performance Builders regarding the window installation at unit 19234 Vineyard Lane. There was no comments from the board regarding the report.
- C. Jim Foley requested that the Clubhouse issues be deferred to the end of the business portion of the meeting.
- D. The Board of Directors reviewed the amendment language to the association's CC&Rs. Jim Foley made a motion to table the amendments to the CC&Rs until the next board meeting. Frank Hedges seconded the motion and the motion carried.

ITEM VII – Correspondence – the following correspondence was reviewed by the Board.

- A. The Board of Directors reviewed all correspondence from the past 30 days.


ITEM VIII - Newsletter Articles

- A. Tree Trimming.
- B. May Dumpsters
- C. Recycling AB 341
- D. Photo of the Board

ITEM IX – Adjournment

The Board Meeting adjourned at 8:07M in the memory of Don. The next meeting is scheduled for May 10, beginning at 7:00 PM in the clubhouse.

As approved by the Board of Directors,


Vineyards of Saratoga Homeowners Assoc.

10 MAY 2 12
Date